

Domestic/Regional Travel – November 2019

Chief Executive of the Department of Planning, Transport and Infrastructure

| No of travellers | Destination | Reasons for Travel | Travel Itinerary ¹ | Cost of Travel ² | Travel Receipts ³ |
|------------------|-------------|--------------------------------------|-------------------------------|-----------------------------|------------------------------|
| 1 | Melbourne | Transport and Infrastructure Council | See attached | \$1,148.96 | See attached |
| 1 | Brisbane | UITPANZ | See attached | \$1,265.75 | See attached |

Approved for publication – 20 December 2019

Example disclaimer - Note: These details are correct as at the date approved for publication. Figures may be rounded and have not been audited.



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To attribute this material, cite Government of South Australia

¹ Scanned copies of itineraries to be attached (where available)

² Excludes salary costs

³ Scanned copies of all receipts/invoices to be attached

Printed: 15-Oct-2019

Attention

SA DPTI

SA DPTI

GPO BOX 1533 , Adelaide SA 5001

Booking Details

| | |
|------------------------|-------------|
| Last Updated Date: | 15 Oct 2019 |
| Created Date: | 15 Oct 2019 |
| QBT Booking Reference: | MVGNFI |
| Customer Number: | 00013610 |

We are pleased to advise the following travel arrangements

Name of Passenger

Mr Anthony Braxton Smith

| Product | Flight Details | Departure | Arrival | Status | Other Info |
|--|--|---|---|--------------------------|--|
|  | Qantas QF692 Airline Reference: MVGNFI | 16:05 21/11/2019 Thu Terminal 1 Adelaide: Adelaide Airport | 17:55 21/11/2019 Thu Terminal 1 Melbourne: Tullamarine Airport | ECONOMY (M) Confirmed | Aircraft type: BOEING 737-800 Flight Duration: 1:20 Airline Meal: (R) Refreshments - complimentary Number of stops: 0 Check-in terminal: Terminal 1 Baggage allowance: 1PC |

Remarks

ADL MEL - Dep: 21/11/2019 16:05 TERMINAL 1 /Arr: 21/11/2019 17:55 TERMINAL 1
ADL MEL - CO2/PAX* 66.89 KG ECO, 66.89 KG PRE

| Product | Hotel Details | Check-in | Check-out | Confirmation Details | Other Info |
|--|--|------------------------------------|------------------------------------|---|--|
|  | Sofitel Melbourne On Collins Melbourne | 21/11/2019 Thu MELBOURNE, AU | 22/11/2019 Fri MELBOURNE, AU | Confirmed 1902TKK522 Name: Mr Anthony Braxton Smith | 25 COLLINS STREET 3000 Phone: 61/3/96530000 Room Type: Superior King Room Rate Type: DAILY Hotel cancellation policy: NO CANCELLATION CHARGE APPLIES PRIOR TO 18:00(LOCAL TIME), UP TO 1 DAY PRIOR TO ARRIVAL. BEYOND THAT TIME, THE FIRST NIGHT WILL BE CHARGED. Inclusions: NOT INCLUDED |

| Product | Flight Details | Departure | Arrival | Status | Other Info |
|--|---|---|---|--|---|
|  | Qantas QF693 Airline Reference: MVGNFI | 17:55 24/11/2019 Sun Terminal 1 Melbourne: Tullamarine Airport | 18:45 24/11/2019 Sun Terminal 1 Adelaide: Adelaide Airport | ECONOMY (M) Confirmed | Aircraft type: BOEING 737-800 Flight Duration: 1:20 Airline Meal: (R) Refreshments - complimentary Number of stops: 0 Check-in terminal: Terminal 1 Baggage allowance: 1PC |

Remarks

MEL ADL - Dep: 24/11/2019 17:55 TERMINAL 1 /Arr: 24/11/2019 18:45 TERMINAL 1
MEL ADL - CO2/PAX* 66.87 KG ECO, 66.87 KG PRE

| Pricing Description | Curr | Price | Tax | GST | Total |
|--|------|--------|-------|-------|--------|
| Service fees are excluded | | | | | |
| Air Fare (ADL/MEL/ADL) for Mr Anthony Braxton Smith | AUD | 546.72 | 42.06 | 58.88 | 647.66 |
| Hotel: Sofitel Melbourne On Collins (21/11/2019 Check-In) for Mr Anthony Braxton Smith | AUD | 450.00 | 0.00 | 0.00 | 450.00 |

(Note: All prices are subject to change prior to final payment being received. Non-AIR products are reported in total price only and do not have tax and GST breakdown.)

Customer References

BUSUNIT : OFFICE OF THE CHIEF EXECUTIVE
TRAVELBKR : JILLIAN JOHNSON

FREQUENT FLYER MEMBERSHIPS

QF - 0084227

Fare Conditions

Fare Information: MPTSAG03
Adelaide-Melbourne
Melbourne-Adelaide

ADVANCE PURCHASE

Latest reservation date before departure: Sunday Nov 10, 2019 11:59 PM
Latest reservation date before departure: Thursday Nov 07, 2019 11:59 PM
All tickets will be issued at latest 1 business day prior to: Tuesday Oct 15, 2019 11:59 PM
All tickets will be issued at latest 1 business day prior to: Tuesday Oct 15, 2019 11:59 PM

TICKETING AND ADVANCE PURCHASE

Latest reservation date before departure: Sunday Nov 10, 2019 11:59 PM
Latest reservation date before departure: Thursday Nov 07, 2019 11:59 PM
All tickets will be issued at latest 1 business day prior to: Tuesday Oct 15, 2019 11:59 PM
All tickets will be issued at latest 1 business day prior to: Tuesday Oct 15, 2019 11:59 PM

CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Restrictions or penalties may apply
- Revalidation/Reissue request must be made prior to: Thursday Oct 15, 2020 12:00 AM
- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Restrictions or penalties may apply
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Thursday Oct 15, 2020 12:00 AM

After departure of first flight

- Reissue: Not allowed
- Reissue: Restrictions or penalties may apply
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Saturday Nov 21, 2020 12:00 AM

No-show for subsequent flight(s)

- Reissue: Not allowed
- Reissue: Restrictions or penalties may apply
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Saturday Nov 21, 2020 12:00 AM

Penalty may apply

REFUND CONDITIONS

- Prior to departure of first flight
 - Refund: Restrictions or penalties may apply
 - Fare rules are subject to change by the Airline, please contact us to find out more information
- No-show for first flight
 - Refund: Restrictions or penalties may apply
- After departure of first flight
 - Refund: Not allowed
 - Refund: Restrictions or penalties may apply
- No-show for subsequent flight(s)
 - Refund: Not allowed
 - Refund: Restrictions or penalties may apply

Additional Information (Please read your itinerary carefully)

Hotel Bookings

If there is a hotel confirmed in your booking we have arranged a chargeback for your room only. If you have any issues when arriving or departing the hotel please call our 24 hour support desk on 1300 138 766. Please note you may be asked for a bond or asked for a credit card for incidentals.

Booking Arrangements

The person making the booking will be deemed to have accepted these Booking Conditions on behalf of everyone named in the booking.

Booking Changes

Please call your dedicated 1300 number for changes to your booking at any time and please advise this office if you do not use your ticket so that we may rebook or process a refund if applicable.

Check In (Domestic)

For domestic flights departing from Australian domestic terminals make sure you have checked in by the checkin deadline specified in your airline documentation, or if no deadline is specified, then at least 45 minutes prior to your scheduled departure time. Failure to do so may result in cancellation of your reservation.

Contact Details

Please provide local phone contact numbers for stopover cities.

Electronic Tickets

Photo Identification is required when travelling on an electronic ticket. Failure to ensure the full booking name matches the photo identification may result in cancellation fees and/or loss of reservation.

No Show / Cancellation Fees

See the fare conditions above for the relevant rules relating to your airfare.

No show and cancellation fees may apply to hotels and car rental bookings on your itinerary. Generally hotels and car rentals need to be cancelled at least 24 hours prior to checkin, so please notify the relevant service provider if you will not be able to use the booking in order to minimise any fees that may be payable.

QBT Privacy Notice

QBT collects information about you (including health information where necessary) to provide products and services to you, process your travel arrangements, facilitate your participation in the loyalty programs of airlines, conduct marketing activities and market research.

If the information is not provided, QBT may not be able to provide the service requested. QBT may disclose your personal information to its related companies, carriers, travel service providers, organisations which provide services to QBT, such as collecting commissions, your employer if you are travelling on a ticket provided through your employer's corporate travel arrangements. QBT and carriers may also disclose your personal information to various law enforcement agencies and governments around the world for security, customs and immigration purposes. See QBT's Privacy Statement at www.qbt.travel You can gain access to the information QBT holds about you by contacting your dedicated Account Manager.

Reconfirmation

We suggest that onward reservations and flight times are reconfirmed 72 hours prior to departure as policies differ between airlines and failure to do so may result in the cancellation of your reservation.

Seating and Meals

Any seating and meal requests shown on your itinerary are subject to confirmation upon check in.

Ticketing Policy

Our QBT business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your itinerary and inside your online booking tool. This is to help ensure there are safeguards to protect for challenges such as when credit cards decline.

When there are instances of multiple tickets and multiple airline ticketing dates, QBT will issue all tickets in accordance with the earliest date shown.

Please note there may be instances where QBT will need to issue your ticket earlier than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

Terminals

If your flight is on **Qantas** and your flight number is between **QF1** and **QF399** your flight departs from the **International terminal**.

All other Qantas flights depart from Domestic Terminals.

if your flight is on **Jetstar** and your flight number is between **JQ1** to **JQ241** your flight departs from the **International terminal**. ** except for **JQ100** and **JQ103** which use the domestic terminal. Please check the terminal number on your itinerary.

The recommended check in time is 120 minutes prior to departure.

***** Itinerary End *****

Printed: 22-Oct-2019

Attention

SA DPTI

SA DPTI

GPO BOX 1533 , Adelaide SA 5001

Booking Details

| | |
|------------------------|-------------|
| Last Updated Date: | 22 Oct 2019 |
| Created Date: | 22 Oct 2019 |
| QBT Booking Reference: | TM2UHW |
| Customer Number: | 00013610 |

We are pleased to advise the following travel arrangements

Name of Passenger

Mr Anthony Braxton Smith

| Product | Flight Details | Departure | Arrival | Status | Other Info |
|--|---|---|---|--------------------------|--|
|  | Qantas QF662 Airline Reference: TM2UHW | 09:50 26/11/2019 Tue Terminal 1 Adelaide: Adelaide Airport | 11:45 26/11/2019 Tue Terminal D Brisbane: Brisbane Airport | ECONOMY (M) Confirmed | Aircraft type: BOEING 737-800 Flight Duration: 2:25 Airline Meal: (R) Refreshments - complimentary Number of stops: 0 Check-in terminal: Terminal 1 Baggage allowance: 1PC |

Remarks

ADL BNE - Dep: 26/11/2019 09:50 TERMINAL 1 /Arr: 26/11/2019 11:45 TERMINAL D
ADL BNE - CO2/PAX* 123.04 KG ECO, 123.04 KG PRE

| Product | Hotel Details | Check-in | Check-out | Confirmation Details | Other Info |
|--|------------------------------|-----------------------------------|-----------------------------------|---|---|
|  | Novotel Brisbane Brisbane | 26/11/2019 Tue BRISBANE, AU | 27/11/2019 Wed BRISBANE, AU | Confirmed 1749TKP512 Name: Mr Anthony Braxton Smith | 200 CREEK STREET 4000 Phone: 61 7 33093309 Room Type: Standard King Room Rate Type: DAILY Hotel cancellation policy: NO CANCELLATION CHARGE APPLIES PRIOR TO 18:00(LOCAL TIME), UP TO 1 DAY PRIOR TO ARRIVAL. BEYOND THAT TIME, THE FIRST NIGHT WILL BE CHARGED. Inclusions: NOT INCLUDED |

| Product | Flight Details | Departure | Arrival | Status | Other Info |
|--|---|---|---|--|---|
|  | Qantas QF667 Airline Reference: TM2UHW | 19:15 27/11/2019 Wed Terminal D Brisbane: Brisbane Airport | 22:25 27/11/2019 Wed Terminal 1 Adelaide: Adelaide Airport | ECONOMY (M) Confirmed | Aircraft type: BOEING 737-800 Flight Duration: 2:40 Airline Meal: (R) Refreshments - complimentary Number of stops: 0 Check-in terminal: Terminal D Baggage allowance: 1PC |

Remarks

BNE ADL - Dep: 27/11/2019 19:15 TERMINAL D /Arr: 27/11/2019 22:25 TERMINAL 1
 BNE ADL - CO2/PAX* 123.06 KG ECO, 123.06 KG PRE

| Pricing Description | Curr | Price | Tax | GST | Total |
|--|------|--------|-------|-------|--------|
| Service fees are excluded | | | | | |
| Air Fare (ADL/BNE/ADL) for Mr Anthony Braxton Smith | AUD | 809.20 | 50.08 | 85.92 | 945.20 |
| Hotel: Novotel Brisbane (26/11/2019 Check-In) for Mr Anthony Braxton Smith | AUD | 199.00 | 0.00 | 0.00 | 199.00 |

(Note: All prices are subject to change prior to final payment being received. Non-AIR products are reported in total price only and do not have tax and GST breakdown.)

Customer References

BUSUNIT : OFFICE OF THE CHIEF EXECUTIVE
TRAVELBKR : LUCY HOLLOW

FREQUENT FLYER MEMBERSHIPS

QF - 0084227

Fare Conditions

Fare Information: MPTSAG03
Adelaide-Brisbane
Brisbane-Adelaide

TICKETING AND ADVANCE PURCHASE

All tickets will be issued at latest 1 business day prior to: Friday Oct 25, 2019 11:59 PM
All tickets will be issued at latest 1 business day prior to: Friday Oct 25, 2019 11:59 PM

CHANGE CONDITIONS

Prior to departure of first flight

- Reissue: Restrictions or penalties may apply
- Revalidation/Reissue request must be made prior to: Thursday Oct 22, 2020 12:00 AM
- Revalidation: Not applicable (See reissue conditions)

No-show for first flight

- Reissue: Restrictions or penalties may apply
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Thursday Oct 22, 2020 12:00 AM

After departure of first flight

- Reissue: Not allowed
- Reissue: Restrictions or penalties may apply
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Thursday Nov 26, 2020 12:00 AM

No-show for subsequent flight(s)

- Reissue: Not allowed
- Reissue: Restrictions or penalties may apply
- Revalidation: Not applicable (See reissue conditions)
- Revalidation/Reissue request must be made prior to: Thursday Nov 26, 2020 12:00 AM

Penalty may apply

REFUND CONDITIONS

Prior to departure of first flight

- Refund: Restrictions or penalties may apply
- Fare rules are subject to change by the Airline, please contact us to find out more information

No-show for first flight

- Refund: Restrictions or penalties may apply

After departure of first flight

- Refund: Not allowed
- Refund: Restrictions or penalties may apply

No-show for subsequent flight(s)

- Refund: Not allowed
- Refund: Restrictions or penalties may apply

Additional Information (Please read your itinerary carefully)

Hotel Bookings

If there is a hotel confirmed in your booking we have arranged a chargeback for your room only. If you have any issues when arriving or departing the hotel please call our 24 hour support desk on 1300 138 766. Please note you may be asked for a bond or asked for a credit card for incidentals.

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The recommended check in time is 120 minutes prior to departure.

***** Itinerary End *****

November 2019

| Allowances for Chief Executive of the Department of Planning, Transport and Infrastructure | Amount |
|---|----------|
| Melbourne trip | \$51.30 |
| Brisbane trip | \$121.55 |